

January 11, 2006 AACRAC MEETING MINUTES

Members present: Patricia Federico, Steve Hanlin, Kent Heikens, Loren Jones, Briony Lachinski, Les Lewis, Jeremy Singer, Robert Stoker, Doug Sumerford, Amanda Toot, Jaci Weese, Emilie Zehr.

Absent with notification: Carol Moran

Guests: Kevin Hassell, Deb Clouser

The order of items presented in these meeting minutes is consistent with presentation at this meeting and does not necessarily correspond with the order of proposed agenda items.

1. Meeting was called to order at 1:20 p.m.
2. Introduction of all members and visitors was conducted.
3. Discussion of last month's minutes. The minutes were presented. Discussion followed. In "New Business", item #12, the date April 4, 2005 was changed to April 4, 2006. No other amendments were made. The minutes were approved by voice vote.
4. Introduction of new member. Robert Stoker was officially introduced to the committee as its most recent addition.
5. Meeting time. It was moved that the AACRAC monthly meeting be moved from the second Wednesday of each month to the first Wednesday of each month. Discussion followed and motion was made. Motion carried. Subsequent meetings will be held on the first Wednesday of the month. The next meeting will be February 1, 2006.
6. Visitor's proposal. Deb Clouser and Kevin Hassell were given the floor and requested approval to have a presentation on disabled in the workplace in February for which we will provide an honorarium. They had originally wanted this for their unit but thought it could be a center-wide presentation. Since Disability month is recognized in October, it was suggested that the presentation could be a precursor to our activities, and we could piggyback on whatever presentation/activity they choose to do. Mr. Hassell and Ms. Clouser will gather information and contact Emilie Zehr, who is the chairperson for the October activities. They were given Laurie _____ from ACR of Story County as a contact for their presentation. Ms. Clouser and Mr. Hassell then exited the meeting.
7. Group picture. A photo of the AACRA committee was taken by Jim Fosse. This will be used on the AACRAC bulletin board at various location sites.
8. Review of January observance: **Martin Luther King, Jr. Day**. Doug Sumerford, chairperson, announced that the documentary, Citizen King, would be shown at NADC January 24 and 25, one hour each day, and then at the soil tilth center January 20 and 21. Posters were available for display.
9. Review of Veteran speaker. Sgt. Warren Atkinson presented a slide show from his tour of duty in Iraq on January 5th. Loren Jones commented that Sgt. Atkinson gave a very nice presentation and was given a \$100 honorarium, an USDA mug and a letter of thanks. The slide show was well attended. It was

suggested that we video tape this type of presentation in the future for those who could not attend.

10. Next month's observance: **Black History Month**. Chairman, Jeremy Singer indicated he will be showing the documentary Marcus Garvey at NSTL on February 16th. Loren Jones will set up the showing at the NADC, and also will take care of contacting Mike Marti of Visual Services for the fliers for the activity.
11. ARS video Library. Amanda Toot obtained the web address for the ARS video library. Ms. Toot made a hard copy of the list for future use. It was also decided to include a link to the library on the AACRAC webpage.
12. AACRAC Poster discussion. The majority of posters purchased for the various monthly observances are currently housed in a cupboard at NADC. Patricia Federico suggested that the posters were not being utilized to their fullest because no one knew what exactly was there. She suggested that we inventory the collection, take photos of the various posters and print proof sheets to catalog our collection. Amanda Toot volunteered to inventory the collection. Doug Sumerford suggested we purchase some type of storage container to keep the posters in better condition.

The AACRAC informational poster was discussed (Please see the December minutes, item 10). Patricia Federico passed out a preliminary sheet, which gave suggestions as to what would be included on the poster was handed out. Ms. Federico's idea was to have several small posters so that if an item needed to be changed, we only had to produce a small poster rather than a large one. It was suggested that we produce the sections on PowerPoint but combine them onto a large poster. The discussion was tabled until the January meeting.

13. SMT Meeting. Amanda Toot attended the last SMT meeting and received approval for AACRAC to be an agenda item at the unit meetings. SMT also suggested that to better serve NADC, we keep the documentary presentations, but focus on one major activity/event during the year. They gave no indication as to what/which activity should be highlighted. Because there is a different SMT for the campus section of ARS, it was suggested that Les Lewis attend their meeting to obtain approval for AACRAC to be an item on their unit's agenda.
14. Mobbing and Outreach subcommittee discussion. Discussion continued as to whether we should have a mobbing informational presentation. Emilie Zehr pointed out that the caretakers and research leaders had a two-day training on mobbing/harassment in the summer of 2005. This was reportedly run by Noa Davenport, retired from Iowa State University. It was suggested that we look into getting a harassment/mobbing trainer from Beltsville.

Emilie Zehr also pointed out that Maureen McClain of Story County Community Life had indicated she wanted to have a site visitation to determine if there was any position here that she could place one of her clients. Amanda Toot will forward this request to Carol Moran.

15. Website Update. Steve Hanlin reported that the website copy of the charter has been updated.
16. List of members. Laminated, updated lists of members were distributed to be displayed at the various site locations.
17. New Business. None
18. Adjournment. Meeting was adjourned at 2:15 p.m.

Respectfully submitted: Patricia Federico, Secretary
Revisions: Amanda Toot, Chairperson